

ROUTING AND TRANSMITTAL SLIP

18 June 1979

TO: (Name, office symbol, room number, building, Agency/Post) **Initials** **Date**
 1. Deputy Director for Administration *[Signature]*

2. *ADDA*

3. *DDA*

4. *To Danny - No, leave it aside. This*

5.	Action	File	Note and
	Approval	For Clearance	Per Conv
	As Requested	For Correction	Prepare
	Circulate	For Your Information	See Me
	Comment	Investigate	Signature
	Coordination	Justify	

REMARKS

19 JUN 1979

Don,

25X1 I think we may have a problem here. This course is aimed at a small select group of senior executives. It is customary for ☐ to invite only one senior executive from any one organization. I have given them Carlucci's name as our primary and your name as the alternate. I think we will receive only one invitation and that will be addressed to Carlucci. ☐ advises that the letters of invitation will be sent in late July. If you want me to explore possibility of second invitation I will do so.

☐

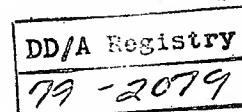
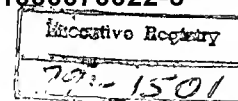
Danny

25X

25X1

DO NOT use this form as a **RECORD** of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post) **Room No.** → **Bldg.**
 DDC I
Phone No.



18 June 1979

MEMORANDUM FOR: Deputy Director for Administration
FROM : Deputy Director of Central Intelligence

Don:

I think I would like to go to the ☐ Executive Officers Class on information systems. Could you arrange it? Are you also planning to go?



Frank C. Carlucci

ITINERARY
FOR
FRANK CARLUCCI

1979 Chief Executive Officers Class - I.B.M. Aug.20-23

Sunday, August 19th

4:00 p.m. Driver will pick up at residence

4:50 p.m. Depart Dulles via Colgan Airlines Flight #3

6:15 p.m. Arrive Poughkeepsie, New York

Transportation from airport to IMB Homestead
(use map on back of brochure for cab use)

Monday, August 20th

8:00 a.m. Breakfast meeting at Homestead

Tuesday, August 21

Wednesday, August 22

IBM Course

Thursday, August 23

Course until noon. Depart for airport



Light lunch on board.

Breakfast 7:15 to 8:30 a.m. (Lunch served in Education Center Cafeteria)
Dinner 6:00 to 8:00 p.m. (Breakfast and Dinner at Homestead)

Telephone Number at IBM where you can receive any calls from Hqs. at noon
914 463 2135

914 462 3437 after 5 p.m. and before 8:30 a.m.